

**RESPONSE ACTION CONTRACT 2  
MONTHLY PROGRESS REPORT & COST REVIEW**

US EPA RECORDS CENTER REGION 5



418468

CONTRACT No. <b>EP-S1-06-03</b>	CONTRACTOR <b>Nobis Engineering, Inc.</b>
TO No. <b>011- RSD-B51Q</b>	TO NAME <b>Milwaukee Solvay Coke and Gas RI/FS OS</b>
REPORTING PERIOD <b>March 29, 2008 to April 25, 2008</b>	INV # <b>A01</b>
TOPO <b>Denise C. Boone</b>	DUE DATE <b>May 25, 2008</b>

Please review the attached monthly invoice and progress report to determine if the costs appear to be reasonable and applicable to your Work Assignment. Then, document your review by completing this form and return it to Diana King, Contracts Management Section (HBS) on or before the due date shown. You may retain the attachments for your files. Thank you.

	YES	NO	N/A
LOE charged is appropriate for work accomplished	Y		
Labor mix is appropriate	Y		
Hours charged by labor category are within the Approved Work Plan Budget	Y		
ODC (e.g., reproduction, telephone, mail, courier, etc.)	Y		
Computer charges			Y
Travel			Y
Equipment			Y
Level of team subcontractor effort charged is commensurate with progress	Y		
Pool/Non-Team subcontractor (e.g., drillers, analytical laboratories, etc.) costs are reasonable and appropriate			
<b>NON-TEAM SUBCONTRACTOR(S):</b>			Y

\*\* PLEASE EXPLAIN ANY CONCERNS OR ISSUES IN THE COMMENT SECTION \*\*

## RAC2 Monthly Invoice Review Checklist

**CONTRACTOR PERFORMANCE EVALUATION**

RATING	OUTSTANDING	EXCELLENT	GOOD	FAIR	POOR	UNSATISFACTORY
CRITERIA	5	4	3	2	1 1	0
QUALITY OF SERVICE/PRODUCT	Y					
COST CONTROL	Y					
TIMELINESS OF PERFORMANCE	Y					
BUSINESS RELATIONS	Y					

**DETERMINATION:**

YY Services performed by the contractor support payment of the dollars/hours invoiced and appear to be reasonable for the work performed.

\_\_\_\_\_ Additional supporting data was requested/received from the contractor and adequately supports payment of the invoice amount. (Attach copy of documentation).

\_\_\_\_\_ Costs are recommended for suspension since they cannot be verified. See comments provided below.

**ADDITIONAL COMMENTS:**

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Denise C. Doone

May 15, 2008

EPA Task Order Project Officer

Date

EPA Contract PO Use Only	
Reviewing Contractor PO Initials	
Date Reviewed	